



DEPARTMENT OF COMMUNITY DEVELOPMENT  
AND PLANNING

Revised 1/22/07

APPLICATION FOR TAX EXEMPTION

CITY OF CINCINNATI COMMUNITY REINVESTMENT AREA (CRA)

RENOVATION AND NEW CONSTRUCTION

SINGLE UNIT, TWO UNIT, AND THREE-UNIT DWELLINGS AND CONDOMINIUMS

Address of subject property: \_\_\_\_\_ Zip: 452\_\_\_\_\_

*The subject property must be located within the City of Cincinnati.*

Name of real property owner(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address of real property owner(s): \_\_\_\_\_

New Construction or Renovation of existing dwelling (circle).

Number of dwelling units: 1 2 3 (circle). Owner-Occupied or Rental? (circle).

Legal description of property location: Book \_\_\_\_ Page \_\_\_\_ Parcel \_\_\_\_

**Please complete and submit the following for property renovation:**

- Brief description of work: \_\_\_\_\_
- A copy of all **closed** Building Permit(s) and /or the Certificate of Occupancy issued for the work claimed. Please note that windows, siding, roofing, painting do **not** require permits Please call your contractor or the City of Cincinnati Building and Inspections Department at 352-3271 to obtain the closed permits. Information can also be obtained using "ezTrak Online Services" at this web address: <http://www.cagis.hamilton-co.org/opal/ezTrakHome.aspx> .
- Total cost of improvements: \$ \_\_\_\_\_ Include documentation to support cost of improvements. Three acceptable examples are:
  - 1) A notarized list identifying the general categories of the work completed, the date the work was completed, and each category's expense. A labor cost for your own work can also be included.
  - 2) The Affidavit of the draw payments of the construction contract. (Please ensure that the affidavit includes a description of the work completed.)
  - 3) HUD Settlement Statement of the bank loan

You must document at least \$2,500.00 in costs for a one or two-unit dwelling and at least \$5,000.00 in costs for a three-unit dwelling.

- Copy of the property tax bill from the Hamilton County Auditor's Office. If your taxes are escrowed, please submit parcel information tax card that can be found on the Auditor's website: [www.hamiltoncountyauditor.org](http://www.hamiltoncountyauditor.org).

**Please submit the following for new construction:**

- The **final** Certificate of Occupancy. Please call your contractor or the City of Cincinnati Building and Inspections Department at 352-3271 to obtain the Certificate of Occupancy.
- Settlement Statement of the bank loan or a notarized list identifying the general categories of the work completed, the date the work was completed, and each category's expense.

**Please note:**

- ❖ The start of the tax exemption period is the year of work completion. The tax exemption goes into effect when the application is approved.
- ❖ All work must be completed on or before October 23, 2007.
- ❖ Tax exemption may only be given up to a maximum exemption of \$88,670 of assessed value of the structure (approximately equal to \$253,350 market value.) A fifteen-year tax exemption may be granted for new construction and a ten-year tax exemption for renovation. Exemption value is determined by the Hamilton County Auditor's Office.
- ❖ Construction completed in 2007 must submit application by December 31, 2007 in order to be reflected on tax bills in 2009. Construction projects completed prior to 2005 will be reviewed by the Hamilton County Auditor's Office as they are received.
- ❖ The Housing Officer may revoke the tax exemption any time after the first year if the property has building code violations.
- ❖ Any person denied tax exemption by the Housing Officer may appeal in writing to the Community Reinvestment Area Housing Council, which shall have the right to overrule any decision of a Housing Officer. Appeals from a decision of the Housing Council may be taken to the Court of Common Pleas.
- ❖ City of Cincinnati Council may rescind the ordinance granting tax exemption at their discretion.

I declare under the penalties of falsification that this application, including all accompanying documents and statements, has been examined by me, and to the best of my knowledge and belief are true, correct, and complete.

|                             |  |
|-----------------------------|--|
| <hr/>                       | <hr/>  |
| Date                        | Signature of Property Owner(s)   |
| <b>Send Application to:</b> | The Department of Community Development and Planning<br>Tax Abatement Program<br>805 Central Avenue, Suite 700<br>Cincinnati, Ohio 45202 |

For further program information please call: (513) 352-5352

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**FOR OFFICIAL USE ONLY**

Legal description of property location: Book \_\_\_\_\_ Page \_\_\_\_\_ Parcel \_\_\_\_\_

Tax abatement program staff will verify cost and completion date.

## PROPERTY TAX EXEMPTION PROCEDURE INFORMATION

The City of Cincinnati's Department of Community Development and Planning Tax Abatement Program stimulates revitalization, retains residents, and attracts new homeowners. The program provides a benefit for residents who improve their homes and encourages home shoppers to buy in the City of Cincinnati.

Any homeowner in the City may be eligible for property tax abatement if they have renovated their home or purchased a newly constructed home.

Improvements made to your property resulting in an increased property valuation qualify for tax abatement. The owner of a property that gains value because of remodeling or substantial improvement is not charged the extra property tax for a period of ten years. The home must be either a condominium, or a one, two, or three unit residential structure.

For example, if the owner of a \$75,000 home makes \$25,000 in improvements, the owner is only responsible based on the home's original value for a period of ten years. The improved portion of the tax by which the remodeling increased the market value of the structure correspondingly may be abated up to a maximum \$253,350 market value. It should be noted that some types of remodeling do not increase market value. Roofing, vinyl siding, windows, gutters, and painting **may** improve the condition of the house, however, may not qualify for tax abatement. Improvements to the house itself, garage, in ground pool, decks, and patios qualify for abatement. Landscaping, retaining walls, driveways and the like do **not** qualify.

The City also offers new construction tax abatement incentive to build a new home. For example, new construction of structures containing a condominium or a one, two, or three-unit residential structure are eligible for a 15-year tax abatement up to a maximum \$253,350 market value. You will pay tax only on the land and the value above \$253,350. The following is an example of the estimated tax savings:

Total Investment Eligible for Exemption (fair market value): \$253,350  
Assessed Value/Taxable Value is 35% of fair market value: \$88,670  
Assessed Value Multiplied by Tax Rate (.05694): \$5,048.87  
10% Rollback: \$504.89  
Estimated tax abated for one year: \$4,543.98

The Hamilton County Auditor's Office determines the abatement amount based on the type of the improvements. You will receive a letter from the Auditor's Office after the Auditor's appraisal has been completed.

Any increase or decrease in taxes during the abatement period will be due to voted changes in tax rates, or state-mandated reappraisals or updates reflecting neighborhood trends, not including the improvement.